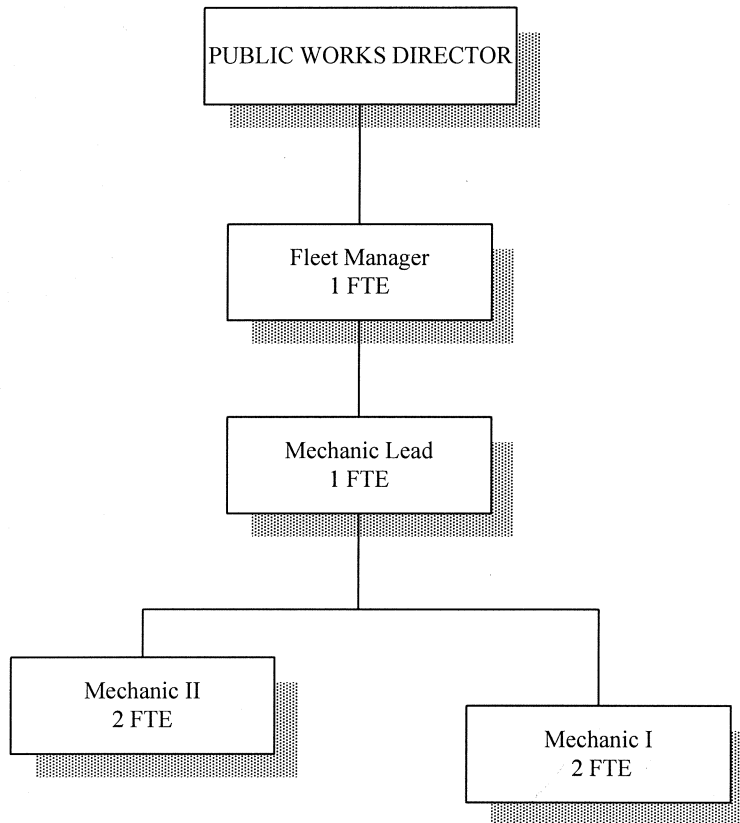


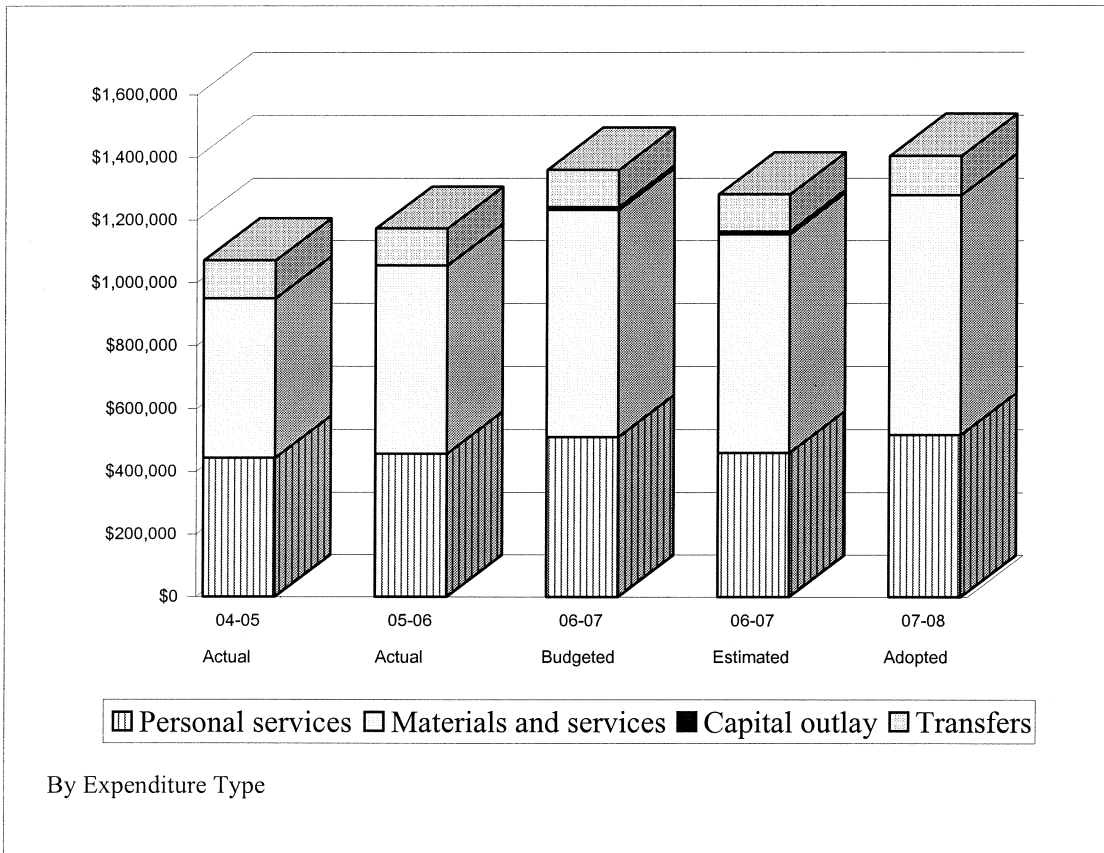
# Garage Fund

FY 2007-08 BUDGETED POSITIONS



## GARAGE FUND

### ADOPTED FY 2007-08



CITY OF BEAVERTON, OREGON  
FISCAL YEAR 2007-08 BUDGET

**GARAGE FUND  
SUMMARY OF REVENUES AND EXPENDITURES  
AND OTHER FINANCING SOURCES & USES**

	<b>FY 2004-05 Actual</b>	<b>FY 2005-06 Actual</b>	<b>FY 2006-07 Budgeted</b>	<b>FY 2006-07 Estimated</b>	<b>FY 2007-08 Adopted</b>
<b>Revenues:</b>					
Interest on investments	\$844	\$1,301	\$2,125	\$8,075	\$5,500
Miscellaneous	19,141	12,070	0	12,593	0
Sub Total Revenues	<u>\$19,986</u>	<u>\$13,371</u>	<u>\$2,125</u>	<u>\$20,668</u>	<u>\$5,500</u>
<b>Expenditures:</b>					
Personal services	\$443,604	\$456,509	\$510,034	\$459,481	\$517,028
Materials & services	506,851	598,474	722,520	695,070	762,450
Capital outlay	0	0	9,100	9,100	0
Sub Total Expenditures	<u>\$950,455</u>	<u>\$1,054,984</u>	<u>\$1,241,654</u>	<u>\$1,163,651</u>	<u>\$1,279,478</u>
Revenues Over/Under Expenditures	(\$930,470)	(\$1,041,613)	(\$1,239,529)	(\$1,142,983)	(\$1,273,978)
<b>Other financing sources (uses):</b>					
Transfers in	\$1,047,324	\$1,244,360	\$1,283,629	\$1,283,629	\$1,285,001
Transfers out	(121,141)	(118,245)	(119,181)	(119,181)	(125,395)
Total Other Financing Sources (Uses):	<u>\$926,183</u>	<u>\$1,126,115</u>	<u>\$1,164,448</u>	<u>\$1,164,448</u>	<u>\$1,159,606</u>
Net Change in Fund Balance	(\$4,286)	\$84,502	(\$75,081)	\$21,465	(\$114,372)
Fund Balance/Working Capital Beginning of Year	<u>36,503</u>	<u>32,216</u>	<u>116,718</u>	<u>116,718</u>	<u>138,183</u>
Fund Balance (Contingency)/Working Capital End of Year	<u>\$32,216</u>	<u>\$116,718</u>	<u>\$41,637</u>	<u>\$138,183</u>	<u>\$23,811</u>

Contingency for FY 2007-08 adopted budget is available for appropriation upon the City Council's approval. This fund is an internal service fund and relies on charges for services provided to the City's various operating funds. Unlike operating funds, it is not necessary to maintain the 16% contingency balances from year to year.

CITY OF BEAVERTON, OREGON  
FISCAL YEAR 2007-08 BUDGET

<b>FUND:</b> 602 GARAGE	<b>DEPARTMENT:</b> PUBLIC WORKS - OPERATIONS
	<b>DEPARTMENT HEAD:</b> GARY BRENTANO

**MISSION STATEMENT:**

Provide high quality and efficient vehicle maintenance, repair and procurement services for the City's fleet of vehicles. Establish and achieve high standards for vehicle reliability, appearance, longevity and performance.

The primary source of revenue is charges to other funds for maintenance and upkeep of vehicles and equipment.

REQUIREMENTS	FY 2004-05 ACTUAL	FY 2005-06 ACTUAL	FY 2006-07 BUDGETED	FY 2007-08 PROPOSED	FY 2007-08 ADOPTED
POSITION	6.00	6.00	6.00	6.00	6.00
PERSONAL SERVICES	\$443,605	\$456,509	\$510,034	\$517,028	\$517,028
MATERIALS & SERVICES	506,851	598,474	722,520	712,450	762,450
CAPITAL OUTLAY	0	0	9,100	0	0
TRANSFERS	121,141	118,245	119,181	125,395	125,395
CONTINGENCY	0	0	41,637	73,811	23,811
<b>TOTAL</b>	<b>\$1,071,597</b>	<b>\$1,173,228</b>	<b>\$1,402,472</b>	<b>\$1,428,684</b>	<b>\$1,428,684</b>

<b>Funding Sources:</b>	<b>FY 2004-05</b>	<b>FY 2005-06</b>	<b>FY 2006-07</b>	<b>FY 2007-08</b>	<b>FY 2007-08</b>
Beginning Working Capital	\$36,503	\$32,216	\$116,718	\$138,183	\$138,183
Operating Transfers	1,047,324	1,244,359	1,283,629	1,285,001	1,285,001
Miscellaneous Revenues	19,985	13,371	2,125	5,500	5,500

<b>Program Objective (services provided):</b>	<b>FY 2004-05 Actual</b>	<b>FY 2005-06 Actual</b>	<b>FY 2006-07 Budgeted</b>	<b>FY 2007-08 Adopted</b>
Garage Budget Cost Per Capita (less contingency & reserve)	\$13.50	\$14.12	\$16.15	\$16.51
Garage Budget as Percent of City's Total Budget (less contingencies and capital projects)	1.382%	1.216%	1.059%	1.024%

CITY OF BEAVERTON, OREGON  
FISCAL YEAR 2007-08 BUDGET  
CURRENT LEVEL OF SERVICES

<b>FUND:</b> 602 GARAGE	<b>DEPARTMENT:</b> PUBLIC WORKS - OPERATIONS
<b>PROGRAM:</b> 0762 FLEET MAINTENANCE	<b>PROGRAM MANAGER:</b> CRAIG CRAWFORD

**Program Goal:**

Provide a safe and reliable fleet of vehicles for use by City employees. Achieve high levels of vehicle reliability through the use of a comprehensive preventive maintenance program. Provide specialized support to fleet vehicle users when necessary to assure that well designed and properly equipped vehicles are regularly available for use.

<b>Program Objective (services provided):</b>	<b>FY 2004-05 Projected/Actual</b>	<b>FY 2005-06 Projected/Actual</b>	<b>FY 2006-07 Budgeted/Revised</b>	<b>FY 2007-08 Adopted</b>
Number of Fleet Vehicles Maintained (18,000 GVWR or less)	173 / 176	177 / 177	178 / 180	183
Number of Equipment Units Maintained (Over 18,000 GVWR)*	55 / 64	57 / 69	67 / 70	73
Number of Vehicles Requiring DEQ Inspection	162 / 167	166 / 171	171 / 168	171
Number of Urgent/Emergency Repair Requests	1,500 / 1,603	1,800 / 1,360	1,500 / 1,515	1,500

<b>Performance Measures:</b>	<b>FY 2004-05 Projected/Actual</b>	<b>FY 2005-06 Projected/Actual</b>	<b>FY 2006-07 Budgeted/Revised</b>	<b>FY 2007-08 Adopted</b>
Number of Fleet Vehicles/Equipment per Mechanic	45.6 / 48	46.8 / 49.2	49 / 50	51.2
Number of DEQ Inspections Completed	81 / 79	91 / 84	86 / 84	67**
Total Number of Jobs Completed from all Work Orders	6,603 / 5,225	6,600 / 5,200	5,200 / 4,476	5,000
* Includes trailers				
** DEQ regulations changed				

**Performance Outcomes:**

Department of Environmental Quality (DEQ) regulations have changed. New vehicles are not required to have the emission inspection until their fifth year. The total number of jobs was lower due to periods of reduced staff and larger more complex repair jobs than anticipated. Achieve high levels of vehicle performance and reliability with the intent to eliminate unscheduled vehicle and equipment out-of-service time due to problems that can be anticipated. Establish a fleet profile that maintains an effective balance of newer vehicles requiring limited repairs and older vehicles with higher maintenance costs.

**Program Trends, Needs and Performance:**

The ongoing efforts of City staff to reduce fuel usage by reducing engine idling, trip consolidation and vehicle downsizing has reduced fuel usage. Over the past two years fuel usage was reduced by 1.85% (3,063 gallons) while the fleet size was increased by 4.2%. The largest product reduction came from super unleaded. The use of super unleaded will be largely eliminated in FY 2007-08. In support of the City's efforts to increase the use of sustainable fuel sources the introduction of biodiesel and E-85 ethanol as fleet fuel sources will occur in FY 2007-08.

The purchase of specialty equipment including pipe bursting and directional boring equipment, track excavators and a small skid steer/loader continue to require an increase in both the knowledge and approach to preventive maintenance for these types of equipment. While vehicles such as police cruisers have maintenance schedules that are mileage based and consistent throughout the year, specialty equipment that is used seasonally must be available and reliable on the date it is first needed in a year. Consequently, the approach to preventive maintenance must continue to be adjusted to reflect this reality. Some use of contractors in conjunction with City staff is anticipated to accommodate some of the need for seasonal equipment availability.